Electronic Sanitary Survey Software

Desktop ESS Installation Guide

Produced by

US Environmental Protection Agency
Northbridge Environmental

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Download and Install Desktop Sanitary Survey

The Desktop ESS application consists of a client file and a data file. The Client file, called Desktop ESS (DeskTop Sanitary Survey_AKV4.2.mdb) is a Microsoft Access program that provides the user interface for the application. The data file (ESS Data_AKnnnnnn.mdb) is the sanitary survey file that contains all of the data tables used for the application and is a MsAccess database. .
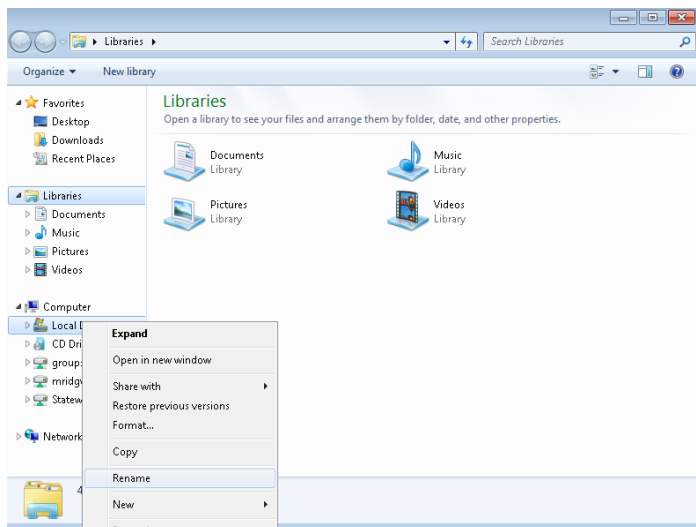
Installing Desktop ESS requires both the data file (step 1) and the client file (step 2). You must first use your control panel (add/remove programs) to uninstall previous versions of Desktop ESS.

NOTE: Before installing the Desktop ESS file, you should get a copy of a data file (sanitary survey file) from ADEC that you can use to link when installing the Desktop ESS Client file.   You can still install the Desktop ESS file without desktop ESS data files.
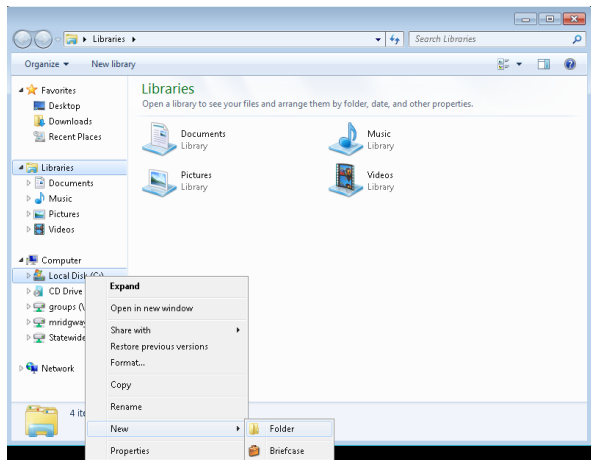
Step 1. ESS Data File – (ESS Data_AKnnnnnn.mdb)

Create a folder on your local computer (usually the C: drive), and name it Sanitary Surveys. This is where you will save all the surveys that you will receive from ADEC.
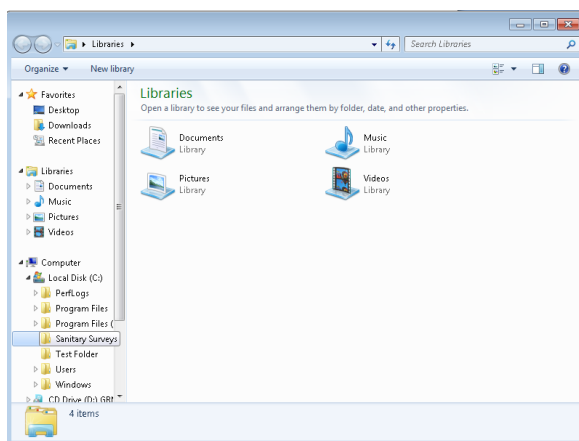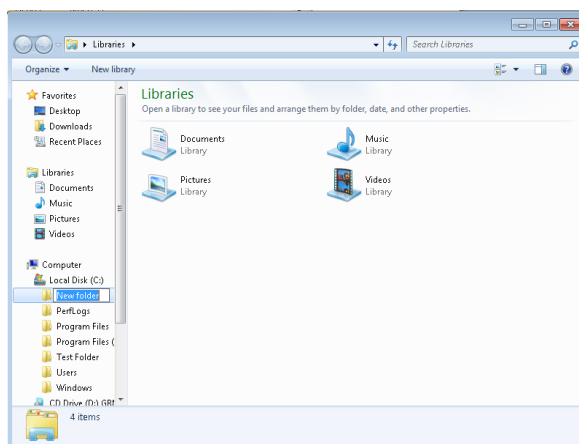
- Click on Computer
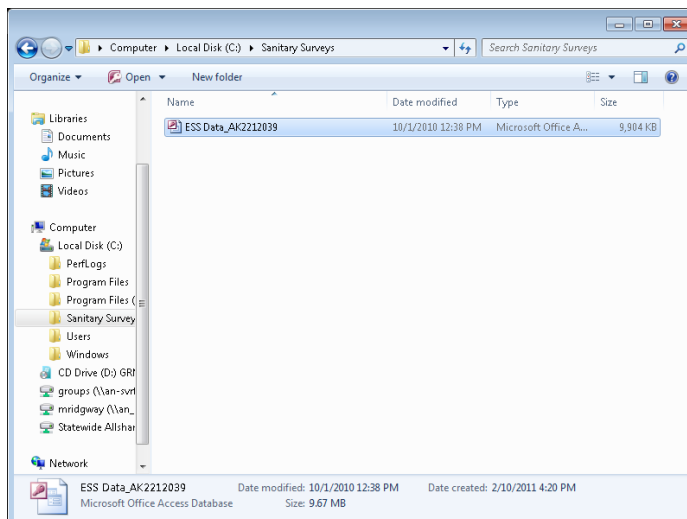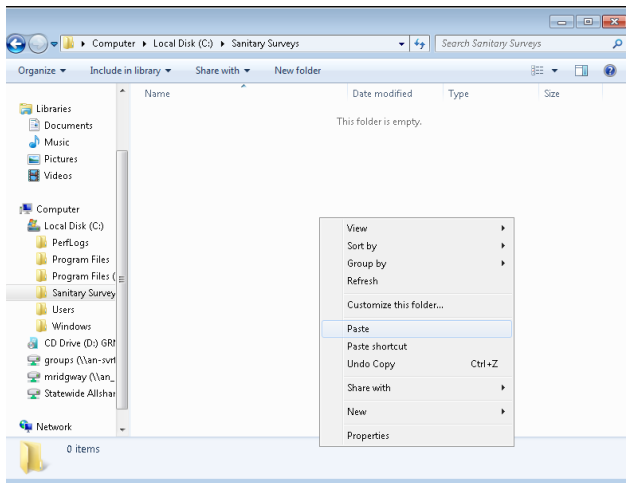
- Right click on Local Disk, C:

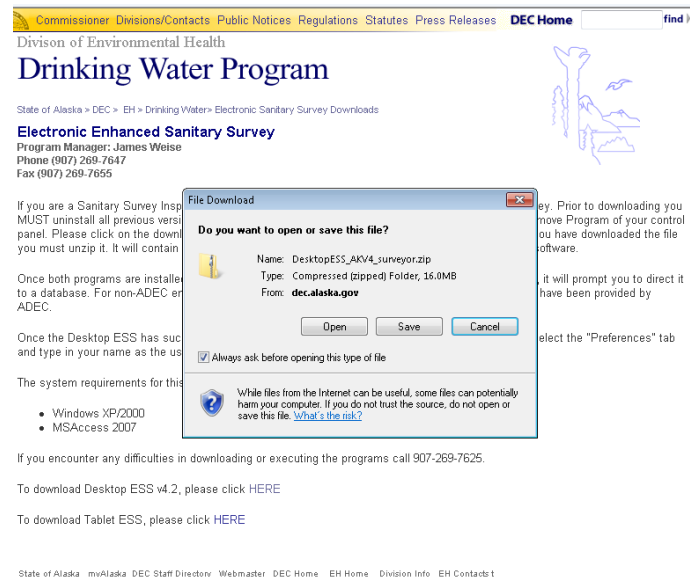- Click on New, Folder

- Name the new Folder, Sanitary Surveys

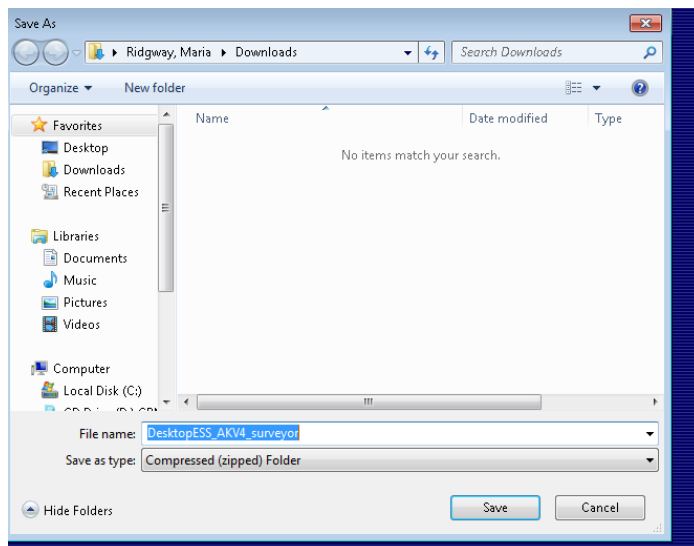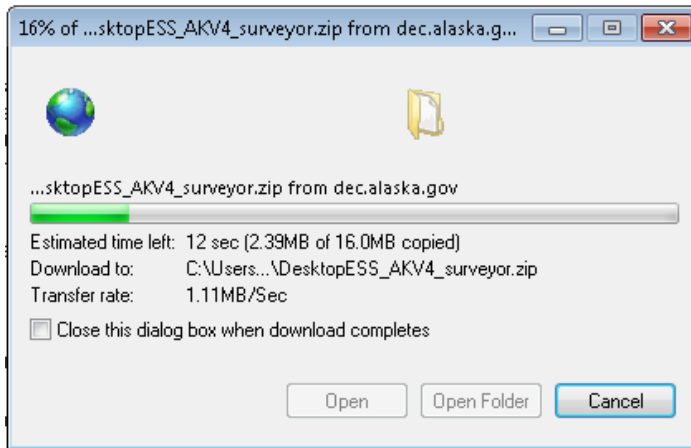- Open the folder and save or copy the ESS Data File that you received from ADEC in this folder.

Step 2. Desktop ESS File - version 4.2 – 06/30/2010 (DeskTop Sanitary Survey_AKV4.2.mdb**:**

- Download Desktop Electronic Sanitary Survey files from http://dec.alaska.gov/eh/dw/dwmain/Electronic_SSDownloads.htm.

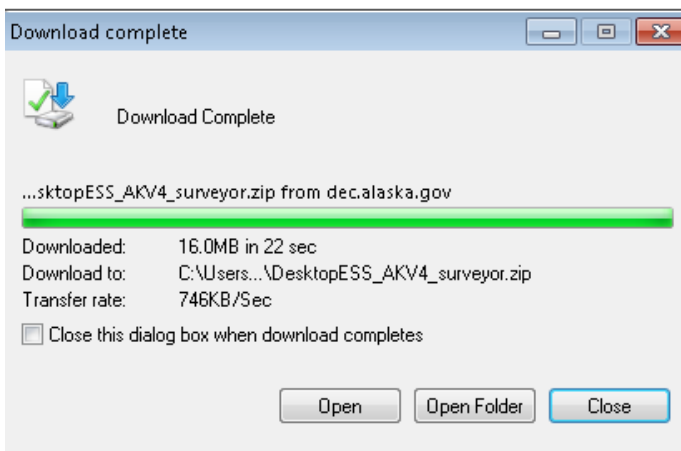- Follow the prompts to download and install the file ((DesktopESS_AKV4_surveyor.zip).
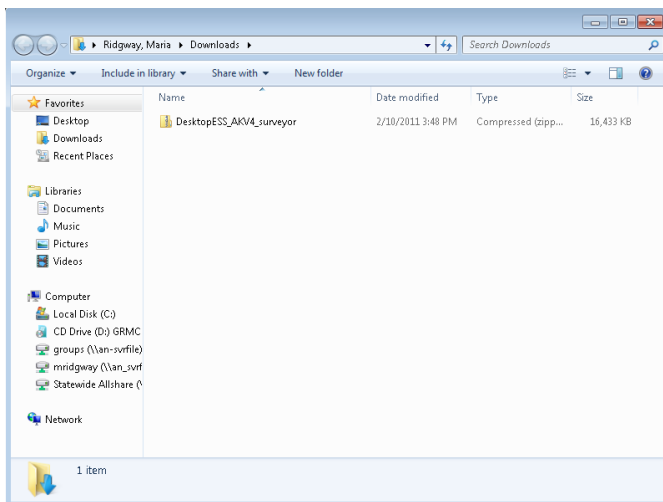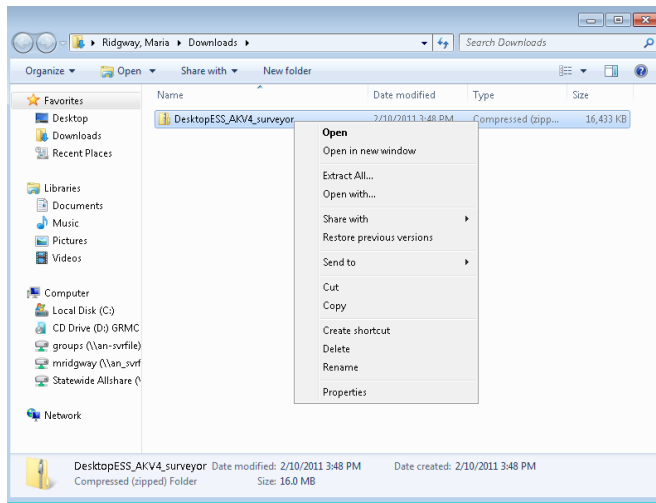

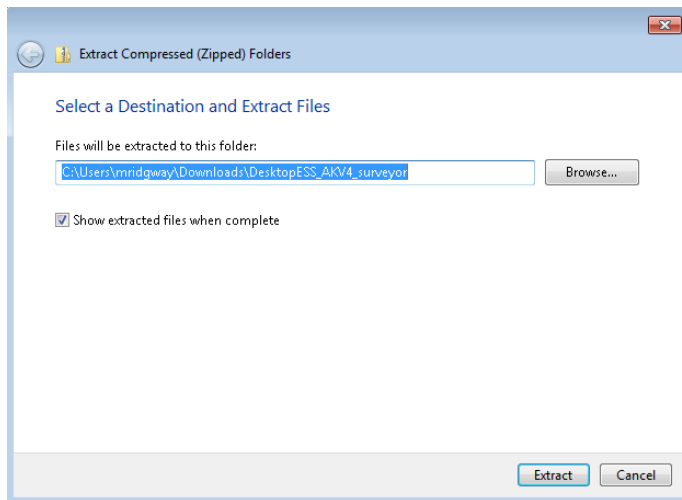- Click on Save, and download the file on your computer
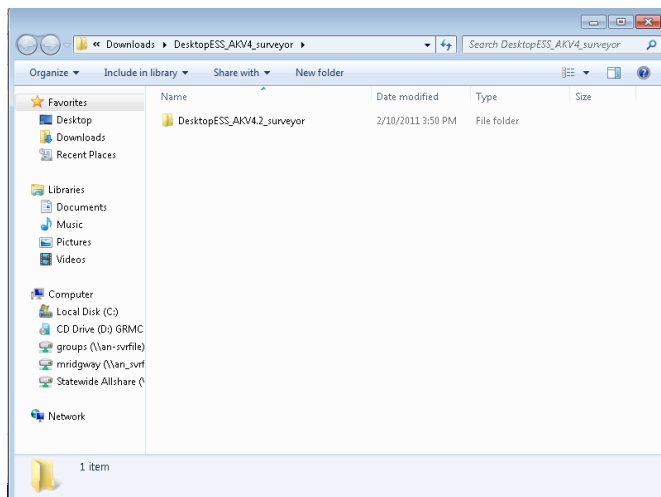
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- Click on Open Folder

- Right on DesktopESS_AKV4_surveyor compressed folder , and click on Extract All
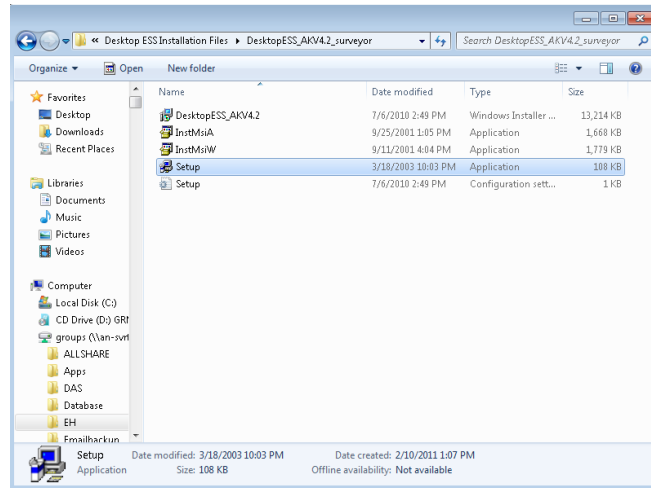
- Select a destination folder to put the extracted file. On this example the extracted folder will be created on the same location
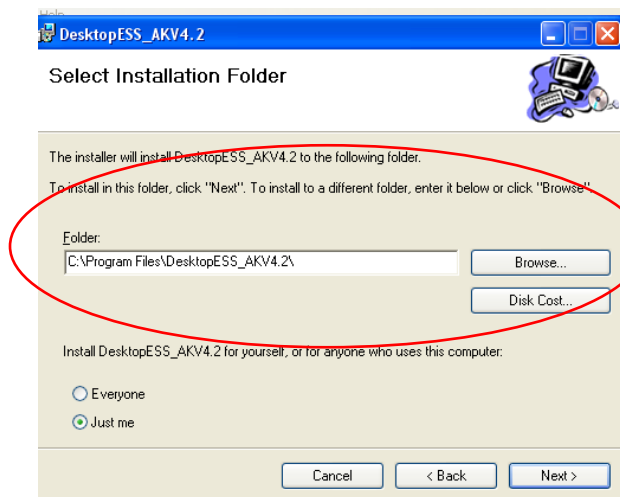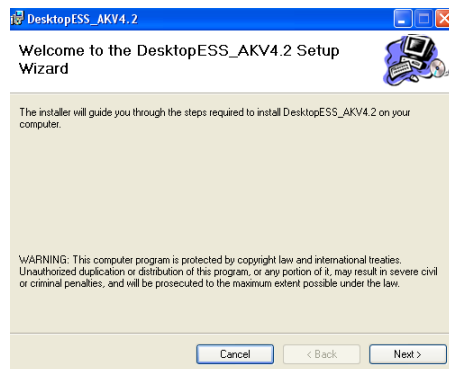

- Open the folder called: DesktopESS_AKV4_surveyor
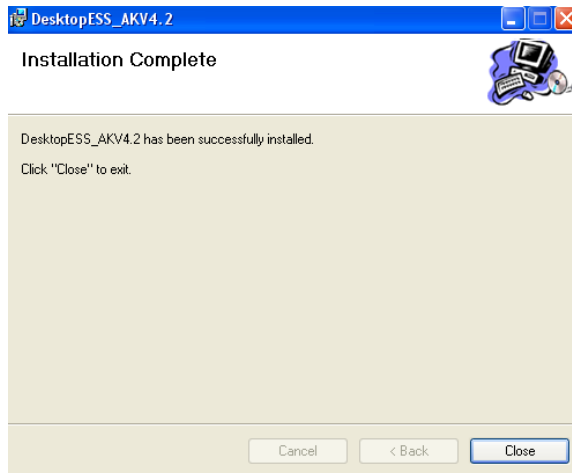
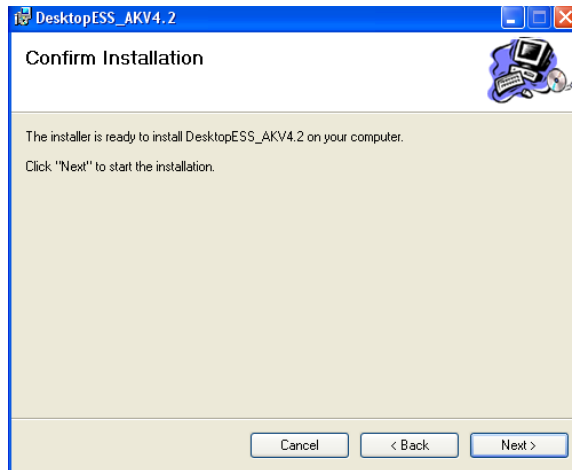The folder will contain these files:

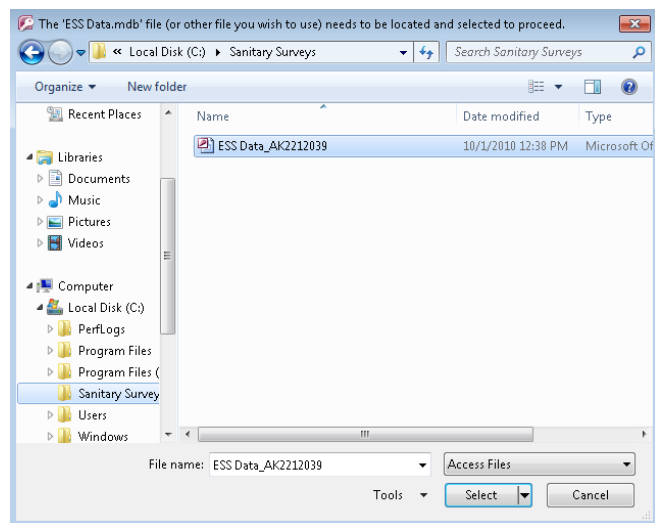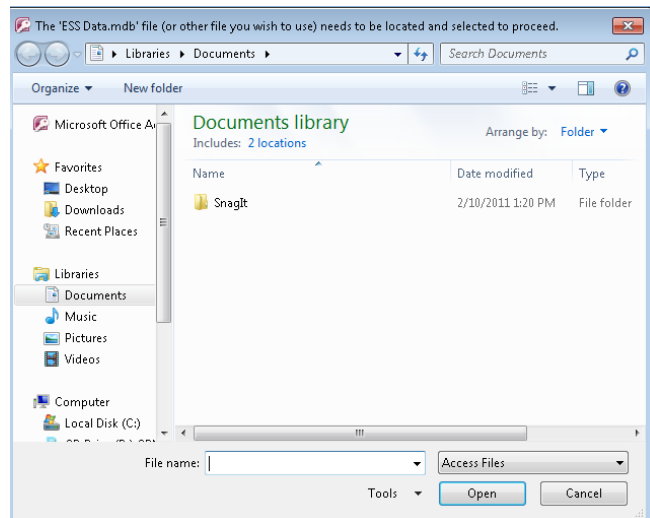- Click on SetUp.Exe and follow the installation instructions:

Note: make sure that you remember where the program in installed. It was created to default to install on C:\Program Files\DesktopESS_AKV4.2, but you can install on any drive/folder.
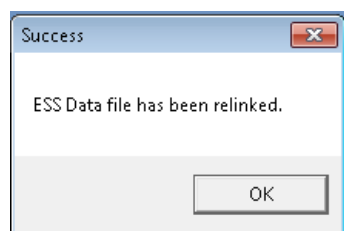

Launch the Desktop ESS application by clicking on the ESS Desktop Icon on your desktop.

o If prompted, browse and set location of the data file. The data file is the survey provided by ADEC staff to you usually named ESS Data_AK2nnnnnn.mdb) that was saved in folder Sanitary Surveys
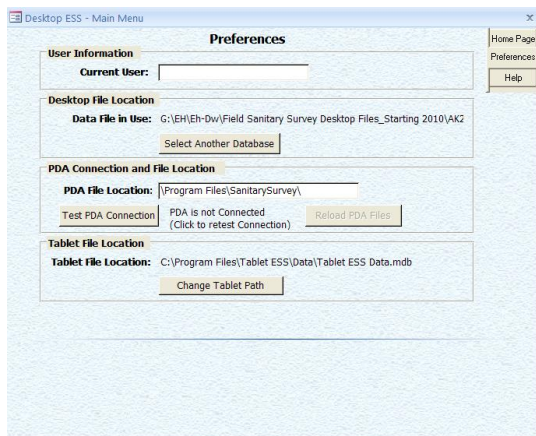

This message will show when the file is linked.

- Click OK, this will take you to the Home Page

- Click on Preferences, Enter your User Name in the Current user tab

- Click on the Home Page Tab to get started.